

# **Indian Country Economic Development** **Application Guidelines**

July 1, 2007



Return the completed application to:

Montana Department of Commerce  
Business Resources Division  
Fran Viereck, Tribal Business Development Officer  
301 South Park Avenue – Room 107  
Helena, Montana 59620-0505

## **Application Guidelines**

### **Indian Country Economic Development**

#### **Eligible Applicants:**

Eligible applicants for the Indian Economic Development Program funding include the Governing Body of each Montana Indian Reservation and also the Governing Body of the Little Shell Chippewa Tribe.

#### **Funding Availability:**

A total of \$560,000 each year is available for eligible applicants under this program. The governing body of each Eligible Applicant may apply for a maximum of \$70,000. If all of the funding has not been applied for and awarded by **March 31, 2008** the Department, in its discretion, may award additional funding to any project that was previously awarded funding under this program.

It is critical that other funds are leveraged with the funding contained in this program. Minimum matching funds required to receive funding are \$1 to \$1. Match can be in-kind. Match can be waived under certain circumstances. This matching rate is only the minimum. Significantly greater amounts of matching monies will improve the outlook for the continuation of this funding from the Legislature.

#### **Eligible Activities:**

- **Business Development Projects:** Funding is available for business expansion, retention, start-up, or relocation if applied for by the Governing Body. The Applicant may grant or loan the money to a business enterprise if it will produce a positive economic benefit for the Tribe(s). In this context, a positive economic benefit will be

- defined as the near-term creation or retention of job opportunities for Tribal members in Montana. The investment made by the Tribe or the Company must be equal to or greater than the funds applied for under this program.
- **Workforce Training Projects:** An eligible activity includes projects that will train Tribal members in job skills currently needed by a specific company on or off of the Reservation in Montana. The company must commit to hiring the permanent workers and must document that equal matching funds are being provided by the company for the training. A maximum of \$5,000 in training funds may be requested for each person to be hired and trained.
- **Entrepreneurial Training:** The Tribe(s) may request funding for the creation or maintenance of activities that are designed to provide entrepreneurial training for reservation members. An example of this kind of request would be to continue to provide small business technical assistance through an existing organization such as a Tribal Business Information Center. Equal matching funds are required for funding in this category of activity.
- **Feasibility Study:** A feasibility study may be an eligible activity providing the study is of sufficient magnitude to have a significant economic impact on the future economic development of the reservation. Any application to fund a feasibility study must prove that equal matching funds are available to fund the study from the Tribe(s) or any other source.
- **Other Business Development Projects:** A Tribal Government can apply for other types of economic development projects that are deemed to be the top priority of the Tribe(s). An example of this kind of activity might include the administration of a small revolving loan fund for individual Indian businesses that would be administered by the Tribal Government. Equal matching funds are required for funding in this category of activity.

**APPLICATION FOR INDIAN COUNTRY ECONOMIC DEVELOPMENT FUNDS**

**STEP 1** Fill out the **Summary Information sheet (Attached)** including the necessary signature. **PLEASE NOTE: The ICED program cannot reimburse Tribes for expenditures incurred prior to the grant award date.**

**STEP 2 TRIBAL RESOLUTION** - Attach the Tribal Council Resolution to this application indicating support for this application including the name of the project being applied for, and the Tribal organization or entity that will be responsible for managing this process.

**STEP 3 Attach** a project summary, typewritten, addressing the following Key Factors:

**A) PROJECT DESCRIPTION** – Please provide a complete description of the project that will be funded with Tribal Economic Development Funding

**B) IMPACT** - State the economic impact the project will have on the geographic area and its residents. Please be specific as to the number of jobs and/or businesses that will be created or retained, technical assistance that will be provided citizens in business development, training skills that will be imparted to residents, and any other positive economic development outcome resulting from the project.

**C) FUNDING** - State all partnerships and/or collaborative funding sources that have committed to the project.

**D) COLLABORATION** - Identify and state all collaborative organizations, individuals, and/or agencies that will provide in-kind resources to the project.

**E) SUSTAINABILITY** - Please state how the project will be sustained beyond start-up. How will the project be supported at the close of the grant funding?

**F) ADMINISTRATION** - Please state how the project will be administered. Include key staff and qualifications as well as, and where the office or project will be located. Who, where and how?

**G) BUDGET** - A project budget that shows all project costs and sources of funding must be provided.

**H) REPORTING** - Please identify who will be responsible to provide reports and progress information regarding the project to the Montana Department of Commerce.

**STEP 4 ATTACHMENTS** - Please attach letters of support and any other documentation that will assist the Department of Commerce in documenting project support. If a private sector business will be the recipient of the funding, a business plan and financial information may be requested as determined by the Department of Commerce.

**STEP 5 FILING** - Return the entire packet to:

Fran Viereck, Tribal Business Development Officer  
Business Resources Division  
Montana Department of Commerce  
301 South Park Avenue – Room 107  
Helena, Montana 59620-0505

(406) 841-2736  
fviereck@mt.gov

**Indian Country Economic Development Funding**  
**Application Summary Information**

**Applicant Tribal Government:**

**Date:**

**Project Title:**

**Contact Person: Name:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**E-Mail:** \_\_\_\_\_

**Amount of Request (\$70,000 maximum):**

**Brief Project Description (Information included here should fit on this sheet of paper):**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Tribal Chairperson or Other Designated Authority